



GREAT LAKES INITIATIVE FOR HUMAN RIGHTS AND DEVELOPMENT (G.L.I.H.D)

TERMS OF REFERENCE

CONSULTANCY OF AN ADVOCATE TO LITIGATE A PUBLIC INTEREST CASE BEFORE THE SUPREME COURT OF RWANDA

Duty Station:	Home-based
Application Deadline:	September 26, 2018
Type of Contract:	Consultancy Service Contract
Language Requested:	English and Kinyarwanda
Start Date:	2018

Background and Context

Great Lakes Initiative for Human Rights and Development (GLIHD) is a national non-governmental, human rights based and public interest organization registered and operating in Rwanda.

In carrying out its activities, GLIHD as human and public interest oriented organization uses different approaches to achieve its goal in the interest of the public. Courts as part of organs that have much to contribute in the rule of law, GLIHD uses the approach of using court's decision and deeds in influencing policy for the wellbeing of the general population.

The public interest litigation as one of the mechanisms to influence and contribute in the rule of law, GLIHD is seeking a practicing advocate who is enrolled within the **RWANDA BAR ASSOCIATION** to carry out the responsibilities of litigating a public interest case before the Supreme Court and facilitating the process of identification of the suitable case. The detailed contents of the case process will be discussed and agreed upon between GLIHD and the prospective consultant during the inception phases before lodging it.

Overall objective of the assignment

The overall objective of the proposed consultancy is to provide technical support to GLIHD in developing a suitable public interest case and litigating it before the Supreme Court.

Expected results

- Facilitating in the identification of the suitable case.

Physical Address: Nyarugenge, KN 62 ST, Circle Sportif-Nyamirambo Road, Near Rwampara Health Centre

E-mail: glihd.org@gmail.com; infos@glihd.org

Website: www.glihd.org

Tel: 0788695363/0788559021

Registration: N° 080/2014



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- Litigating the case before the Supreme Court as highlighted in the TOR- of the consultancy in the background.
- Report on each step of the case proceedings

Scope of work/Duties and Responsibilities

Under the overall guidance of GLIHD the consultant will perform the following tasks:

- ✓ Facilitating in the identification of the suitable case to be lodged for the interest of the public (constitution petition) ;
- ✓ Developing the court submission;
- ✓ Making presentation of the draft court submission before GLIHD; and
- ✓ Lodging the case before the court after agreeing the final version of the case.
- ✓ Litigating the case before the court in all levels as per law.

Duration of the assignment

The duration of the consultancy will be from the day of the signing of the contract until the discussion the court is announced.

Inputs

- ✓ Human resources: Consultant
- ✓ Capital resources: Funds to carry out the work will be provided by GLIHD.

Performance evaluation

Contractor's performance will be evaluated against such criteria as: timeliness, responsibility, initiative, communication, accuracy, and quality of the products delivered.

Required skills and experience

Education:

A Master Degree in law preferable in human rights domain, holding the legal practice diploma with 10 years working experience as an advocate, 5 years working experience as a senior advocate in Rwandan Bar Association is an added advantage.

Experience

- ✓ Proven and extensive experience in litigation of human rights cases.
- ✓ Knowledge of domestic, regional and international legal instruments;
- ✓ Experience with litigating before the supreme court;

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Language:

Proficiency in oral and written in English and Kinyarwanda; ability to communicate in French would be an added advantage.

Submission package

Applicants are expected to submit a letter of interest containing the statement of candidate's experience; CV; technical proposal and financial proposal which specifies the professional fee.

Submission of application

Applicants are requested to submit their application package in two hard copies in sealed envelopes; two for technical proposal and two for financial proposal. Also, the two envelopes per each proposal (technical and financial) shall be put together in one envelope which will be sent to the GLIHD's following Physical Address: **Nyarugenge, KN 62 ST, Circle Sportif- Nyamirambo Road, Near Rwampara Health Centre**. The application letter is addressed to the Executive Director. It should be noted that no electronic application will be accepted.

Deadline for submission

The deadline for application is set on 26-26th September 2018 at 15h00' p.m.

Evaluation

Applications will be evaluated based on the Cumulative analysis.

- ✓ Technical Qualification (100 points) weight; [70%]
- ✓ Financial Proposal (100 points) weight; [30%]
- ✓ Only the financial proposal of candidates who have attained a minimum of 70% score in the technical evaluation will be considered and evaluated.

Kigali on 11th September 2018

MULISA Tom
Executive Director

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